

Agenda

I. Call to Order / WebEx Log-In

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=maef4c72941b4459c8a47a2f6fb6db4ae>

Meeting number (access code): 2480 932 0148

Meeting password: 6H3fNX6mtJp

This meeting is being conducted as a hybrid meeting consistent with Sections 149-153 of Connecticut Public Act 21-2. The public may attend in person at the location indicated above or electronically via WebEx with the link provided above.

II. Public Comment - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time. Public Comments may be submitted electronically to mdegennaro@woodbridgeps.org*

III. Items for Discussion

- A. Budget Narrative Report
- B. Budget Summary Report
- C. Budget Detail Report
- D. Combining Financial Statements

IV. Review of 2024/25 Budget Process / Timeline

V. Adjourn

Woodbridge Public School's 2023-2024 Budget Narrative

January 7, 2024

The attached financial reports represent six months (50%) of the fiscal year.

100 Series Salaries - Salaries represent 61% of the budget. Two teacher resignations which are currently being filled by substitutes are giving us additional salary savings in this category. We are currently down five paras. We have not yet been able to hire a part time school Psychologist, so we decreased the estimate of what we will spend in that category for the year. We are recording the new SRO position in non-certified salaries. The net of all these items has us showing \$155K of salary savings on the year which is about \$15K more than the prior month.

200 Series Benefits – Benefits are 21% of our budget is based on the elections of last year's staff. Our insurance expenses are running on track with the budget. Continued vacancies have us trending toward some savings in CMERS and payroll taxes.

300 Series Purchased Professional Services- This category represents 3% of our budget and includes legal, audit and other expenses that are generated on a month-by-month basis. With the two previously mentioned teacher vacancies being staffed by long term substitutes, this line is trending \$15K over budget. We still have the savings from employing our School Resource Officer directly and not as a Professional Service giving this category a net \$122K savings on the year which is not materially changed from the the prior month.

400 Series Purchased Property Services - Purchased Property Services are 4% of the total budget and have been increased over the previous year to keep up with higher natural gas prices. The winter has not been too cold yet, so we may be in for additional savings in our natural gas budget line, but it is still early to try and predict. We are still conservatively showing a \$25K savings in utilities. This could go higher, but the Town has indicated that they may have found a way to fill the pool this year, so it's best to wait and see how that goes before predicting additional savings. Total savings of \$8K is not materially changed from the prior month.

500 Series Other Purchased Services - This category is 9% of our budget and includes student transportation, tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. We expect some small savings in our Worker's Comp and Liability insurance expenses, as well a small amount of saving in Internet expense. We signed a contract with ACES for some additional outplaced tuition which puts this category over budget by \$55K. This category was on track last month.

600 Series Materials and Supplies – These supplies account for 2% of our budget. With the exception of custodial/maintenance supplies, this category is direct support for classroom instruction. We plan to utilize all of these budgeted funds for the year. Testing supplies is bringing this category about \$2K over budget for the year.

700 Series Furniture and Equipment - This category represents 6/10 of one percent of the budget and since we were able to pre-buy \$45K of Chromebooks with our FY23 surplus, but have committed about \$8K of that savings to additional technology purchases, leaving us with a \$37K savings in this category. Technology staff is planning to request the use of these funds and we will update this category as plan is made.

800 Series Dues and Fees – This budget category is small but important as it links staff to professional organizations that help keep them up-to-date in their respective academic fields. We anticipate utilizing all available fund.

900 Series Misc. Expenses - The primary expense in this category is the Ezra Nurse, a non-public health expense we are required by law to maintain.

**WOODBIDGE BOARD OF EDUCATION
MONTH SUMMARY REPORT
FOR THE MONTH ENDED 12-31-2023**

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
100	TOTAL SALARIES	10,298,303	239,196	83,514	155,682
200	TOTAL BENEFITS	3,497,674	1,492,624	1,463,672	28,952
300	TOTAL PROFESS. SERVICES	522,182	351,539	229,787	121,751
400	TOTAL PROPERTY SERVICES	728,899	368,505	360,063	8,442
500	OTHER SERVICES	1,512,357	325,028	379,645	(54,617)
600	SUPPLIES & MATERIALS	322,601	104,751	107,374	(2,623)
700	TOTAL PROPERTY SERVICES	98,400	74,096	37,096	37,000
800	TOTAL DUES, FEES, MISC.	36,675	14,374	14,374	-
TOTAL ADOPTED BUDGET		17,017,091	2,970,112	2,675,526	294,586

OBJECT	DESCRIPTION	ADOPTED BUDGET	TOTAL AVAILABLE	ESTIMATED ADDITIONAL	(OVER) UNDER YEAR END
390	OT/PT SERVICES/CONSULTING	41,800	2,486	2,486	-
510	TRANSPORTATION	225,274	3,633	-	3,633
560	TUITION SPECIAL ED	328,480	15,388	88,623	(73,235)
SPECIAL EDUCATION CARVEOUT		595,554	21,507	91,109	(69,602)

SUMMARY	
Special Ed Surplus / (Deficit)	(69,602)
Under / (Over) Spending in OTHER programs	364,188
Total Surplus / (Deficit) Projected	294,586

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED December 31, 2023**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	964,865	541,578	411,708	11,579		11,579
120	Teachers - Regular	5,808,080	2,504,583	3,145,714	157,783	67,000	90,783
120	Teachers - Special Education	948,002	427,293	522,209	(1,500)		(1,500)
1201	Psychologist	201,290	47,640	89,325	64,325	25,000	39,325
1203	Counselor	52,573	32,352	33,953	(13,732)		(13,732)
Sub-Total Certified Salaries		7,974,810	3,553,447	4,202,908	218,455	92,000	126,455
1303	Custodians	450,218	254,898	182,398	12,923	14,000	(1,077)
140	Nurses	170,995	74,052	98,275	(1,332)		(1,332)
150	Secretaries, Clerical	383,229	207,844	170,643	4,743	3,014	1,729
160	Paraprofessionals	581,232	242,199	292,480	46,553		46,553
1601	Special Education Paraprofess.	545,517	223,772	278,993	42,752	(28,000)	70,752
170/10	Salaries OT / PT	60,793	47,657	64,987	(51,851)		(51,851)
190	IT Manager	79,568	45,681	33,500	387		387
190	Salaries, Miscellaneous	51,941	40,236	45,139	(33,433)	2,500	(35,933)
Sub-Total Non-Certified Salaries		2,323,493	1,136,339	1,166,414	20,741	(8,486)	29,227
TOTAL SALARIES		10,298,303	4,689,785	5,369,322	239,196	83,514	155,682
220	FICA	303,375	142,066	-	161,309	152,129	9,180
230	CMERS	498,265	174,742	-	323,523	301,899	21,624
270	Medical Insurance	2,649,631	1,665,890	450	983,291	983,291	-
280	Life Insurance	29,353	15,329	-	14,024	15,876	(1,852)
2902	Other Employee Benefits	17,050	6,573	-	10,477	10,477	-
TOTAL BENEFITS		3,497,674	2,004,600	450	1,492,624	1,463,672	28,952
320	Professional Development	45,425	4,470	171	40,785	40,785	-
330	Legal Fees	62,000	14,769	8,555	38,677	38,677	-
340	Software Support	26,959	7,162	11,250	8,547	8,547	-
350	Substitutes	143,000	71,386	-	71,614	86,614	(15,000)
390/01	Consultant Services	41,800	4,180	35,135	2,486	2,486	-
3902	Financial Audit	32,680	-	-	32,680	32,680	-
390	Other Prof/Tech. Services	170,318	9,000	4,567	156,751	20,000	136,751
TOTAL PROFESSIONAL SERVICES		522,182	110,967	59,676	351,539	229,787	121,751
410/01	Utilities - Electric and Water	205,500	71,223	-	134,277	109,277	25,000
420	Heating	151,602	31,179	-	120,423	120,423	-
430	Repairs and Maintenance	72,000	32,493	11,724	27,783	27,783	-
450	Leases and Rentals	109,123	80,878	-	28,245	40,745	(12,500)
4501	Building Improvements	-	-	4,058	(4,058)	-	(4,058)
490	Other Purchased Services	27,412	14,820	-	12,592	12,592	-
4901	Service Contracts	163,262	71,459	42,559	49,244	49,244	-
TOTAL PROPERTY SERVICES		728,899	302,052	58,341	368,505	360,063	8,442
510	Pupil Transportation-Regular	457,642	233,054	-	224,588	224,588	-
510	Pupil Transportation-Spec. Educ.	225,274	81,719	139,921	3,633		3,633
520	Insurance-General Liability	134,307	93,895	36,142	4,271	-	4,271
5201	Worker's Compensation	239,734	116,657	114,702	8,375	-	8,375
530	Telephone Services	17,070	9,357	-	7,713	8,513	(800)

**WOODBRIIDGE BOARD OF EDUCATION
MONTHLY DETAIL BY OBJECT
FOR THE MONTH ENDED December 31, 2023**

Object Code	Descriptions	Adopted Budget	Expended to Date	Encumbered to Date	Available Balance	Estimated Additional	Projected Year-End Balance
535	Internet	27,500	16,562	-	10,938	8,800	2,138
537	Postage	4,400	2,401	594	1,405	1,405	-
540	Advertising	1,000	-	-	1,000	-	1,000
550	Interns	57,000	23,650	-	33,350	33,350	-
560	Tuition - Wintergreen	6,000	-	-	6,000	6,000	-
560	Tuition - Out of District	328,480	118,825	194,267	15,388	88,623	(73,235)
590	Other Purchased Services	13,950	5,340	244	8,366	8,366	-
TOTAL OTHER PURCH SERVICES		1,512,357	701,459	485,870	325,028	379,645	(54,617)
610	Instructional Supplies	115,185	48,847	20,175	46,163	46,163	-
620	Computer Software	73,796	41,880	-	31,916	31,916	-
625	Supplies Nurses	5,370	2,181	8	3,180	3,180	-
630	Supplies Custodial	52,300	25,202	34,070	(6,972)	(6,972)	-
635	Supplies Office	12,800	1,344	-	11,456	11,456	-
640	Books and Audio Visual	16,000	-	10,257	5,743	5,743	-
645	Subscriptions	26,500	8,361	2,389	15,750	15,750	-
650	Testing	17,650	15,642	4,129	(2,120)	503	(2,623)
690	Misc. Supplies - DW Security	3,000	3,320	44	(364)	(364)	-
TOTAL SUPPLIES & MATERIALS		322,601	146,778	71,072	104,751	107,374	(2,623)
730	Equipment - Office	-	-	-	-	-	-
732	Computer Hardware	76,500	11,154	6,463	58,883	21,883	37,000
735	Equipment - Teaching	10,900	-	1,929	8,972	8,972	-
740	Equipment - Building	5,000	989	164	3,847	3,847	-
745	Furniture	6,000	3,606	-	2,394	2,394	-
TOTAL PROPERTY		98,400	15,749	8,555	74,096	37,096	37,000
810	Dues and Fees	23,475	18,595	3,639	1,241	1,241	-
900	Other Fees	13,200	67	-	13,133	13,133	-
TOTAL DUES AND FEES		36,675	18,662	3,639	14,374	14,374	-
TOTAL ADOPTED BUDGET		17,017,091	7,990,053	6,056,925	2,970,112	2,675,526	294,586

**WOODBIDGE BOARD OF EDUCATION
SPECIAL REVENUE PROGRAMS
FINANCIAL REPORT FOR THE MONTH ENDED 12-31-2023**

	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Revenues:					
Charges for services	\$116,924	\$143,062	\$7,724	\$88,728	
Intergovernmental	\$53,547				
Donations				\$1,000	
Other income					
Additions	\$0	\$0	\$0	\$0	\$0
Total Revenues:	\$170,471	\$143,062	\$7,724	\$89,728	\$0
Expenditures:					
Wages, FICA, MERF	\$83,499	\$81,077		\$71,432	
Medical Insurance					
Cost of food sold	\$78,874				
Equipment	\$0	\$3,968			
Repairs	\$10,269				
Other Expenses	\$2,561	\$17,554	\$14,263	\$2,462	
Total Expenditures:	\$175,204	\$102,598	\$14,263	\$73,895	\$0
Year to Date Net Income / (Loss):	(\$4,733)	\$40,463	(\$6,539)	\$15,833	\$0
BOE Year to Date Cost of Health Insurance	\$6,218				
	Café	Extended Day	Field Trips	Expendable Trust	Activity Fund
Assets:					
Cash	\$310,924	\$166,896	\$1,403	\$94,153	\$20,994
Prepaid Expenses					
Accounts Receivable	\$7,628	\$250	\$11	\$3,329	
Intergovernment Receivable	\$52,586				
Inventory	\$7,830				
Total Assets:	\$378,968	\$167,146	\$1,414	\$97,482	\$20,994
Liabilities:					
Amounts Held As Agent					
Accounts Payable	\$3,459		\$404		\$2,600
Deferred Revenue	\$28,132	\$8,065			
Wages Payable	\$38,096				
Due To Other Funds		\$45,737		\$181	
Total Liabilities:	\$69,687	\$53,802	\$404	\$181	\$2,600
Fund Balance:					
Prior Year Ending Fund Balance	\$314,014	\$72,880	\$7,549	\$81,468	\$18,394
Year to Date Income / (Loss)	(\$4,733)	\$40,463	(\$6,539)	\$15,833	\$0
Current Fund Balance	\$309,281	\$113,343	\$1,010	\$97,301	\$18,394
	-	-	-	-	-